

MINUTES
Board of Directors
Regular Meeting
December 18, 2012
12:30 PM

ITEM #1 TO ORDER

Board Chair Mick McDowell convened the 621st meeting of the Spokane Public Facilities District at 12:30 PM.

ITEM #2 ATTENDANCE

In attendance were Board Chair Mick McDowell, Vice-Chair Nate Greene and members Judy Cole, Rita Santillanes and Larry Soehren. District personnel included Kevin Twohig, Johnna Boxley, Dave Gebhardt, Matt Gibson, Stephanie Curran, and Brittany Garwood. Guests included Herb Bonallo of Spokane Alliance, Shannon Shannon of Visit Spokane, Dave Pier of Brett Sports and Entertainment, Toby Hatley of Toby Hatley and Associates and Mark Williams of Staff Pro.

ITEM #3 CONSENT AGENDA

Mr. Greene moved to approve the consent agenda, Ms. Cole seconded and the motion passed unanimously, including the following items:

Minutes from November 27, 2012

Invoices for November, Payroll voucher # 896-945 + 3 wire transfers, Accounts Payable vouchers #11670-11725, #11727-11740, #11742-11745, #11747-11774, #11776-11799, #11801-11823, #11825-11849, #11853-11882, #11884-11891, #11965-11974, #11976-12004, #12006-12007, and #12009 in the amount of \$1,633,299.00.

Witherspoon Kelley invoice for October in the amount of \$10,902.50

Robynne Thaxton Parkinson invoice for November in the amount of \$2,100.00

ITEM #4 DISTRICT BUSINESS

Mr. McDowell introduced Mark Williams, the local manager for Staff Pro. Mr. Williams described Staff Pro's role in guest safety and security in the District facilities. He went on to explain how their staff maintains readiness through training, its participation in organizations such as the Fusion Center and its close relationship with District Staff and Spokane Police. Mr. Twohig reiterated that the District's intent is to provide a safe environment for all of our guests.

Ms. Garwood gave the November financials, highlighting that operating profit is \$172,000 for the month, YTD is \$1.759 million and attendance is just under 1 million. Mr. Greene discussed the status of the County Bonds. Mr. Greene recommends a payment not to exceed \$2,160,000 to the County, based upon the joint resolution. Ms. Cole moved to approve, Ms. Santillanes seconded and the motion passed unanimously.

Ms. Cole reported that she'd met with Ms. Boxley regarding the structure and content of the Sales Managers Performance and Commission Plan, how it was developed and how it will be paid. The Operations committee is considering this a pilot program for 2013, as it will be evaluated as part of the Compensation Survey. It was noted that the commissions related to this plan are in the 2013 budget and Ms. Boxley will report the results to the Operations committee quarterly.

Mr. Soehren, chair of the Project committee, reported about the presentation to the PRC and that the CCC project was approved by a vote of 6-0. The next step is to select three (3) firms as finalists from the

Statement of Qualifications, which are due on December 21st. Mr. Twohig shared the background and status of the Arena Seating project. He went on to explain that the minimum number of seats has been reduced by the NCAA, which prompted significant discussions with many stakeholders. It was agreed, that if the path changes, then there needs to be significant public education.

The Association of WA State PFDs (AWSPFD) has asked how each District will use the Rebate Extension money. Mr. Twohig presented the District's response to the Board. There was no further discussion.

The GSI's State Agenda was reviewed and it was noted that the District and AWSPFD's Sales Tax Extension request is included in the document.

Mr. Twohig introduced the State Auditor's Office Audit Summary. He relayed that PFDs are lumped together, but the information is good. He also noted how differently each PFD operates.

Ms. Curran and Mr. Gibson gave the events report, highlighting the upcoming events in all the District facilities.

ITEM #5 PUBLIC COMMENTS

There were no public comments.

ITEM #6 ADJOURNMENT

There being no further business, the Board adjourned at 1:40 PM.

Recorded by Stephanie Huff

Deputy Clerk of the Board and Recording Secretary

Approved by the Board of Directors

The SPFD Board's minutes are intended to be a reasonable summary of the Board's deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.